

MEMORANDUM FOR MSC Deputy Commanders

SUBJECT: Deployment of the Automated Training Management Program (ATMP)

1. Reference CEPG-P memorandum, 22 March 2002, Subject: USACE Mission and Mission Essential Task List.
2. The above reference asked that each MSC develop a Mission Essential Task List (METL) through branch level. It also emphasizes that each METL should be linked with individual development plans (IDPs), training needs, and to the budget. The Automated Training Management Program (ATMP) is a tool, which helps to link mission essential tasks, starting at the organizational level, down to the employee level as well as automating the IDP process. It is currently in use at SAD and MVD. It is being further tested at POD this fiscal year.
3. We have been working closely with SAD and MVD, as the joint ATMP Functional Proponent and Materiel Developer, as well as our Corporate Information Directorate, to ensure that ATMP is disseminated in a manner that meets regulatory requirements. We think it may be possible to share ATMP with everyone by having MSCs bear the cost of training and deployment, as well as continuing operations and maintenance, on a yearly subscription basis for their organization. We are working on the methodology to make this happen. This will require coordination with several offices. If ATMP remains as an optional regional system, then each MSC will be responsible for creating an individual Information Technology Investment Portfolio System (ITIPS) record to track regional costs, as well as completing the Defense Information Technology Security Certification and Accreditation Process (DITSCAP) for a system that resides on RBC-owned computer infrastructure.
4. Our goal is to share this tool with you as quickly as possible without compromising the AIS certification process. You should hear from us by mid-February. As always we appreciate your suggestions and input. My point of contact is Rhonda Rhynes on (202) 761-1756, e-mail [Rhonda.F.Rhynes@usace.army.mil](mailto:Rhonda.F.Rhynes@usace.army.mil). Please feel free to direct any questions or concerns to Rhonda.

FOR THE COMMANDER:

Encl

/Signed/  
SUSAN DUNCAN  
Director of Human Resources

CF:

Human Resource Officers  
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